

CLASSIS HAMILTON APPOINTMENT SCHEDULE

Period: September 1, 2018 to May 31, 2019
(September to November quarter)

<u>DATE</u>	<u>Burlington Faith</u>	<u>Hamilton Immanuel</u>	<u>Brantford Hope</u>		
<i>September 16, 2018</i>	Ancaster	Ancaster Meadowlands	---	---	---
<i>October 21, 2018</i>	Dundas Calvin	Flamborough Calvary	---	---	---
<i>November 18, 2018</i>	Hagersville Community	Hamilton First	---	---	---
<i>December 16, 2018</i>	Jarvis Ebenezer	Mount Hope Community	---	---	---
<i>January 20, 2019</i>	New Street Burlington	Simcoe Immanuel	---	---	---
<i>February 17, 2019</i>	Waterdown Bethel	York Maranatha	---	---	---
<i>March 17, 2019</i>	Ancaster Meadowlands	Dundas Calvin	---	---	---
<i>April 28, 2019</i>	Flamborough Calvary	Hagersville Community	---	---	---
<i>May 19, 2019</i>	Hamilton First	Jarvis Ebenezer	---	---	---

Synodical Pastor Delegates

<u>Date for Synod</u>	<u>Delegate</u>	<u>Receiving Church</u>	<u>Sending Church</u>	<u>notes</u>

*These are assigned in the third quarter (Feb)
after winter meeting of Classis*

Please note: This schedule is being prepared and sent out approximately 6 weeks in advance of September, December and March (3-month increments).
No changes will be considered in the interim. The schedule will be posted ON-LINE to the Classis Hamilton Website.

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<u>Churches:</u>	<u># to Fill</u>	<u>Vacant</u>	<u>#/Month</u>
Ancaster	1		
Ancaster, Meadowlands	2		
Brantford, Hope	0	one of two Pastors; Pulpit Supply NOT requested; exempted from supplying	0
Burlington, Faith	0	Vacant - requested Pulpit Supply	1
Dundas, Calvin	2		
Flamborough, Calvary	2		
Hagersville Community	2		
Hamilton, First	2		
Hamilton, Immanuel	0	one of two Pastors; Pulpit Supply requested	1
Jarvis, Ebenezer	2		
Mount Hope Community	1		
New Street, Burlington	1		
Simcoe, Immanuel	1		
Waterdown, Bethel	1		
York, Maranatha	1		
	<u>18</u>	(9 months of 2 churches)	2

CLASSIS PULPIT SUPPLY (See Appendices, 10.3 for additional "Guidelines")

As an expression of our Vision for "healthy and vibrant churches, ministries and members" through mutuality and community, we understand providing pulpit supply support to be a communal matter—churches helping each other, rather than pastors helping churches.

A church whose minister is a synodical delegate shall be entitled to Classis pulpit supply for one Sunday while its minister attends Synod. Congregations that become vacant are added to the pulpit supply list upon written request to the Stated Clerk. Congregations that have TWO pastors involved in preaching, where one of the Pastors leaves, may request pulpit supply via the Stated Clerk. This will be granted when said pastor was involved in preaching in 3 or more services per month. Likewise, a congregation who obtains the services of a full or part-time stated-supply minister may ask for pulpit supply if their pulpit vacancy is 3 or more services a month.

Provision of support is to be based upon the worship practices of the receiving congregation (all services normally scheduled for that Sunday).

The Pastor must be a minister, commissioned pastor, or licensed exhorter in good standing in the CRC.

A church which receives Classis pulpit supply shall remunerate the sending church at the rate set by Classis and reviewed periodically. The travel expenses incurred by the guest minister as s/he fills the Classis appointment shall be paid directly to her/him by the church receiving her/his services, at a rate determined periodically by Classis.

The Classis Interim Committee shall be responsible for preparing a pulpit supply schedule. Such schedule shall be posted on the Classis Hamilton website (only) to maintain consistency.

Classical appointments will not be scheduled on the following days: New/Old Year's days, the first Sunday in January, Palm Sunday, Easter, Pentecost, Thanksgiving, and Christmas.

Ordinarily the Stated Clerk will maintain a list of retired ministers and other licentiates available to preach on the Classis website.

SECTION 10.3 GUIDELINES

Pulpit Supply is arranged in accordance with Classis Hamilton Rules of Procedure Article 10.3. (These Guidelines will also be included in the Appendices of the Rules of Procedure).

Classis provides pulpit supply one full Sunday each month (ordinarily the 3rd Sunday) from September through May; in some churches this means there may be 2 services to fill. No assignments will be made for the months of June thru August (except for Synod) to encourage the use of Seminarians seeking summer assignments.

Schedules will only reflect changes in September and December and March (with approximately 6 weeks advance notification of these changes). Assignments will be, as much as possible, distributed evenly among sending congregations. Changes in pulpit vacancies will ordinarily be adjusted in the schedule only once prior to each of three periods (Sept – Nov; Dec – Feb; Mar – May) approximately 6 weeks in advance of each period.

The churches are encouraged to negotiate the details between the sending and receiving churches. Sending and receiving Churches may negotiate an alternate Sunday in that month provided there is agreement on any changed date. The default remains the assignment on the Classis Supply schedule.

Pulpit supply assignments are filled by the church - not by the pastor. These commitments have been covenanted together and may therefore be considered obligations of collegiality and a sharing of burdens.

The sending Church will ordinarily send one of the preaching pastors employed on staff. The sending church must inform the receiving church in advance which pastor will fill the vacant pulpit. If the sending church is not able to send one of their pastors on staff, in consultation with and with the prior concurrence of the receiving church, they will arrange for an alternate pastor/preacher to serve as their representative, if unable to reach a mutually workable solution on available alternates, the receiving church is responsible to seek their own pulpit supply.

The pastor/preacher must be a minister in good standing in the CRC or licensed to preach in Classis Hamilton. To meet the pulpit supply assignments, congregations with pastoral vacancies as well as sending congregations may make use of the published contact list of additional ordained Pastors and Commissioned Pastors in Classis Hamilton, as well as those licensed to exhort.

Any congregation whose pastor is elected to serve as Synodical delegate will receive a one full Sunday pulpit supply with expenses paid by Classis. The churches assigned to fill these appointments are contingent upon the receiving church's pastor(s) attendance at Synod.

Expenses will be paid on a per worship service basis as follows:

Mileage (\$0.54 per km for 2017) will be paid to the visiting pastor. One hundred and fifty dollars (\$150.00) per service will be sent to the sending church unless otherwise directed by the sending church.

Discussion may be held between the sending and receiving church in the event that the recipient of this fee may be the alternate pastor or for extra services.

Sending churches are encouraged to contact the receiving church prior to a classical appointment to verify whether any changes need to be made; please arrange these changes among yourselves. Remember to notify the churches and/or pastors involved of any changes (please consider a nominal 4 to 6 weeks as a reasonable advance notification/negotiation period).

Any changes to dates or pastors are to be arranged between the sending and receiving churches; please do not involve those who schedule pulpit supply except to forward information for an upcoming schedule.